

Subpart I—Disclosing Records to Third Parties

§ 806b.31 Disclosure considerations.

Before releasing personal information to third parties, consider the consequences, check accuracy, and make sure that no law or directive bans disclosure. You can release personal information to third parties when the subject agrees orally or in writing. Air Force members consent to releasing their home telephone number and address when they sign and check the 'Do Consent' block on the AF Form 624, 'Base/Unit Locator and PSC Directory' (see AFI 37-129⁴, 'Base and Unit Personnel Locators and Postal Directories').

(a) Before including personal information such as home addresses, home phones, and similar information on social rosters or directories, ask for written consent statements. Otherwise, do not include the information.

(b) You must get written consent before releasing any of these items of information:

- (1) Marital status.
- (2) Number and sex of dependents.
- (3) Gross salary of military personnel (see § 806b.32 for releasable pay information).
- (4) Civilian educational degrees and major areas of study.
- (5) School and year of graduation.
- (6) Home of record.
- (7) Home address and phone.
- (8) Age and date of birth.
- (9) Present or future assignments for overseas or for routinely deployable or sensitive units.
- (10) Office and unit address and duty phone for overseas or for routinely deployable or sensitive units.

§ 806b.32 Disclosing information for which consent is not required.

You don't need consent before releasing any of these items:

- (a) Information releasable under the FOIA.
- (b) Information for use within the Department of Defense by officials or employees with a need to know.

⁴See footnote 1 to section 806b.11, of this part.

- (c) Name.
- (d) Rank.
- (e) Grade.
- (f) Air Force specialty code (AFSC).
- (g) Pay (including base pay, special pay, all allowances except Basic Allowance for Quarters (BAQ) and Variable Housing Allowance (VHA)).
- (h) Gross salary for civilians.
- (i) Past duty assignments.
- (j) Present and future approved and announced stateside assignments.
- (k) Position title.
- (l) Office, unit address, and duty phone number.
- (m) Date of rank.
- (n) Entered on active duty (EAD) date.
- (o) Pay date.
- (p) Source of commission.
- (q) Professional military education.
- (r) Promotion sequence number.
- (s) Military awards and decorations.
- (t) Duty status of active, retired, or reserve.
- (u) Active duty official attendance at technical, scientific, or professional meetings.
- (v) Biographies and photos of key personnel.

§ 806b.33 Disclosing other information.

Use these guidelines to decide whether to release information:

- (a) Would the subject have a reasonable expectation of privacy in the information requested?
- (b) Would disclosing the information benefit the general public? The Air Force considers information as meeting the public interest standard if it reveals anything regarding the operations or activities of the agency, or performance of its statutory duties.
- (c) Balance the public interest against the individual's probable loss of privacy. Do not consider the requester's purpose, circumstances, or proposed use.

§ 806b.34 Agencies or individuals to whom the Air Force may release privacy information.

The Air Force may release information without consent to these individuals or agencies:

- (a) Agencies outside the Department of Defense for a Routine Use published in the FEDERAL REGISTER. The purpose